

**Policy Title: Policy on Academic Misconduct and Fraud**

**Parent Policy:**

[Academic Integrity Policy](#)

**Policy Administrator:**

Provost

**Approving Body:**

University Senate

**Approval History:**

University Senate, May 3, 2022; Senate Motion #2021/22–026  
University Senate, May 2, 2017; Senate Motion #2016/17–070  
UAC 2008

**Effective Date:** September 2022

**Purpose:**

The objectives of this policy are:

- To provide a policy statement that ties to our university core value
- To differentiate between academic misconduct and academic fraud
- To clarify the roles of students and instructors

**Scope of this Policy:**

All students

**Policy Statement:**

One of the core values of Trinity Western University is the integration of high standards of personal, moral, and spiritual integrity with academic excellence. As such, the University considers any case where an individual knowingly acts or fails to act in a manner to gain unearned academic credit to be a serious offence. It is the student's responsibility to know what constitutes a violation of academic integrity, to address any questions that they have in this respect to the individual professors, and to avoid any acts of academic misconduct or academic

fraud. It is the instructor's responsibility to engage firmly but respectfully with any student who, in the instructor's judgment, has committed an act of academic misconduct or academic fraud. Penalties for such acts will be assigned according to the Procedures for the Policy on Academic Misconduct and Fraud. The University does not record acts of academic misconduct on student transcripts but does keep a permanent record of such acts indefinitely for internal purposes.

## **Definitions:**

*Academic Misconduct:* to act in a manner to gain unearned academic credit by presenting someone else's work, ideas, or words as one's own. Examples of academic misconduct include, but are not limited to:

- Plagiarism: copying someone else's ideas or words without proper citations
- Cheating on examinations, tests, or assignments
- Submitting the same or substantially the same work for credit in more than one course, without faculty permission (whether the earlier submission was at TWU or another institution)
- Aiding or abetting another student's academic misconduct
- Falsifying labs results

*Academic Fraud:* to act in a manner to gain unearned academic credit by knowingly hiring someone to represent oneself in academic work, class engagement, and/or official documents. Examples of academic fraud include, but are not limited to:

- Hiring someone to write papers or assignments
- Hiring someone to take one's examinations, tests, or quizzes
- Hiring someone to impersonate one's presence and/or participation in a class
- Impersonating another student in an examination, test, etc.
- Aiding or abetting another student's academic fraud
- Falsifying or misrepresenting information on academic records or official documents.

## **Procedure:**

Procedures for Policy on Academic Misconduct and Fraud to be found here.

## **Child Policies:**

None

**Other Related Policies:** [Integrity in Scholarship and Research](#)

## **Monitoring Data:**

Provost to report compliance with this policy at the last meeting of Senate each year.